

## PUBLIC SAFETY SUPPORT SPECIALIST (PS3s) JOB SCOPE

### **PS3s CAN DO INDEPENDENTLY (Note: This list is not exhaustive.)**

- Write police reports for non-emergency situations that do not require police officer authority, and do not involve potential evidence, suspects, or a crime scene.
- Respond to:
  - vehicle break-ins with no suspect information
  - non-injury traffic collisions to facilitate information exchange between involved parties; coordinate tow services for disabled vehicles.
  - bicycle thefts
  - burglaries with no suspect information (the PS3 could summon a Criminalist to look for latent fingerprints or other latent evidence).
  - Found/lost property
  - Other thefts with no suspect information (stolen wallets, purses, other items)
- Conduct follow-up on property crimes where there is no suspect information, either by phone or in person, with an emphasis on crime victims' rights and referrals to other City Bureaus.
- Perform property board-ups in cases where a window is broken but no one entered (they could also wait for the board-up vendor to come after officers have cleared the location to make sure there are no burglars inside, which would free up an officer)
- Walking patrols, if assigned by PPB sergeants
- Community engagement functions
- Attend neighborhood meetings, community and/or public events
- Assist with inventory and maintenance of PPB-issued equipment, excluding weapons and ammunition.
- Assist drivers in stalled vehicles and summon other necessary assistance; respond to pedestrians, bicyclists, and other community members in need of assistance.
- Assist with temporary street closures, detours and other public service duties identified by police supervisors.
- Broadcast and receive messages via police radio and Mobile Data Terminal (MDT); maintain contact with field units; ask for assistance when appropriate due to incident type and scope.

- Summon a police
- Deliver food boxes to a family in need

#### **PS3S WOULD ASSIST SWORN OFFICER WITH**

- Assist police officers in searching for missing persons such as elderly adults, medically fragile adults, or children when there is no reason to believe they are a threat to themselves or the community.
- PS3s can also help sworn officers with things that, in the past, would have required the help of another sworn officer.
  - For example, a NRT team could bring PS3s along to inventory property seized at a search warrant
  - PS3s could help canvas a neighborhood and collect video after a robbery or other crime.

#### **PS3S CANNOT DO BECAUSE POLICE AUTHORITY IS REQUIRED**

- PS3s do not have police authority, the power granted by the state to enforce criminal laws.
- PS3s cannot respond to calls by themselves if police authority is required.
- Search warrant service
- Make arrests
- Carry firearms
- Civil holds such as mental health or detox holds
- Any situation involving weapons or the potential for violence
- Traffic collisions where a citation is necessary (for example when someone doesn't have insurance)
- Traffic collisions when a police investigation is required (trauma-entry injuries or traffic crimes, such as DUII or hit and run, although a PS3 could take a hit and run if the suspect is gone and there's only property damage)
- Situations requiring community caretaking functions of police, such as forcing entry to a home to do a welfare check

- Persons crimes, such as assaults, sex crimes, and child/elder abuse
- PS3s will not serve as front desk clerks. There is already a position for this and that work is protected by AFSCME.
- PS3s will not drive patrol vehicles. They will have their own specially-marked vehicles.